

**VILLAGE OF FONTANA ON GENEVA LAKE  
WALWORTH COUNTY, WISCONSIN**

**(Official Minutes)**

**Park Commission Monthly Meeting**

November 27, 2017

The Park Commission meeting was called to order by Trustee Stan Livingston at 5:03 pm on Monday, November 27, 2017.

**Members Present:** Trustee Livingston, Sarah Lobdell, Jill Wegner, Gail Hibbard, Sandra Hibbard, Mary Green (arrived at 5:14 pm)

**Members Absent:** Robin Nuzzo

**Also Present:** Ron Adams, Jim Bost, Theresa Loomer, Brett McCollum, Matt Moore, Steele Whowell

**Old Business**

**Application Submitted by Steele Whowell/Gordy's to Lease Park House**

Steele Whowell presented the proposal from Gordy's to lease the Park House and use the space for two to four workstations for Gordy's employees. At the last meeting, commissioners had concerns about placement of permanent structures and Whowell stated they do not have specific plans yet, but would agree to only install removable partitions such as cubicles. Whowell stated Gordy's would pay for all upgrades including flooring, window treatments, paint, etc. If the proposal is passed at the December board meeting, he would be interested in beginning the lease as soon as January 1, 2018. After the last meeting, a local realtor was contacted and provided rental lease rate information and stated similar properties in the area are being rented for \$1.00 to \$1.50 per square foot. The Park House is 775 square feet so the commissioners discussed charging a range between \$900 to \$1,000 per month plus utilities. The parking stalls in front of the property will remain the property of the Village.

Lobdell/Sandra Hibbard made a MOTION to recommend Village Board approval to enter into a three-year lease agreement with Steele Whowell/Gordy's to rent the Park House for a monthly fee between \$900 and \$1,000, plus all utilities, and the MOTION carried without negative vote.

**Park Bench Proposal for Mohr Road Park**

Attorney Thorpe is looking into whether the park bench may violate restrictive covenants for Mohr Road.

**New Business**

**Review RFP's For Landscape Contract**

Three proposals were received for the 2018 – 2020 landscape RFP. \$70,000 was budgeted for 2018 landscape services. The first proposal was submitted by Blackstone Landscape, Co. in the amount of \$65,758 to be paid in eight equal instalments of \$8,219.75 beginning April 1<sup>st</sup>. The second proposal was submitted by ClearView Landscape Construction Co., in the amount of \$67,000 to be paid in eight equal instalments of \$8,375 beginning on April 1<sup>st</sup>. When asked if ClearView has performed work in the Village in the past, McCollum responded that they completed several projects some of which include laying sod at beach, landscaping the corner of Shabbona and South Lakeshore Drive, and laying the bed around the Village Christmas Tree. The third proposal was submitted by Balanced Environments, Inc., in the amount of \$68,000, with an added \$39,776 for spring clean-up, 250 cubic yards of mulch for beds and tree rings, janitorial service to Reid Park, Duck Pond and Beach House during the summer season, Christmas lights with two additional options for Christmas light add-ons, and core aeration to all turf. Bost explained that spring of 2018 would require heavy clean-up and extra cost, but he expects the price to be lower in 2019 once his crew has a chance to address the most critical areas of the Village and acclimate his staff to the grounds. Livingston stated his main goal is to get the Village back up to par and looking as good as it has in past years. Due to the amount of information and competitive bids, the commissioners requested more time to look over the proposals before

making a recommendation to the board. The next park commission meeting was scheduled prior to the next Village Board meeting on Monday, December 4, 2017 beginning at 5:00 pm.

**Adjournment**

Gail Hibbard/Wegner 2<sup>nd</sup> made a MOTION to adjourn the Park Commission meeting at 5:46 pm, and the MOTION carried without negative vote.

Minutes prepared by: Theresa Loomer, Village Clerk

Note: These minutes are subject to further editing. Once approved by the Park Commission, the official minutes will be kept on file at the Village Hall.

APPROVED: 12/04/17